

Aaron Guckian  
Chairman

Janine Burke-Wells  
Executive Director



Scott Avedisian  
Mayor

**Warwick Sewer Authority**  
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## **BOARD MEETING MINUTES**

**Thursday, October 22, 2015, 5:30 p.m.**  
**Warwick Sewer Authority Conference Room**  
**125 Arthur W. Devine Boulevard**  
**Warwick, RI 02886**

<b>Board Members present:</b>	<b>Guests:</b>
Aaron Guckian, Chairman	Joe Boccadoro, P.E., AECOM
Gary Jarvis, Secretary	J. Matthew Bellisle, P.E., PARE Corp.
Steve Sylven, P.E.	George Palmisciano, P.E., PARE Corp.
Peter Ginaitt	William Powers, P.E., Brown & Caldwell
Gary P. Marino	Kevin Naylor, P.E., GRA, Inc.
	Paul Salera, Westbay Community Action
	Karen Diehl, 1346 West Shore Road
	George Tarring, 390 Church Avenue
<b>Staff present:</b>	
Janine Burke-Wells, Executive Director	John Revens, WSA Legal Counsel
Patrick Doyle, Superintendent	Scott Goodinson, Acting Superintendent
Lynn F. Owens, Administrative Coordinator	

- 1. Call to Order** At 5:31 p.m. Chairman Guckian called this meeting to order.
- 2. Pledge of Allegiance** Those in attendance rose to salute the American flag and state the Pledge of Allegiance.
- 3. Approval of Minutes**
  - a. Approval of minutes from the regular meeting held September 17, 2015.

ACTION: Mr. Giniatt moved approval of the minutes as submitted. Mr. Jarvis seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

#### 4. Billing Services Division

##### a. Sewer Usage Abatement

Name	Service Address	Reason	Amount
Leslie Lambert	58 Newfield Avenue Plat 288 Lot 251	House partially connected in November 2012. Abate portion of usage charges for water not returned to WSA for treatment. Fully connected in Sept. 2015.	\$158.41
Thomas Lynch	122 Gray Street Plat 378 Lot 3	Adjust sewer usage charges due to new landscaping; water not returned to WSA for treatment.	\$523.36
Trinity Project, LLC Kenneth Rudman, DMD	35 Veterans Memorial Dr. Plat 245 Lot 213	Adjustment due to a broken pipe; water not returned to WSA for treatment.	\$4,915.72
Earlo Realty LLC	133 Central Street Plat 274 Lot 181	Adjustment due to a water spigot left on by contractors; water not returned to WSA for treatment.	\$1,643.37

**ACTION:** Each item was considered separately. Director Burke-Wells stated property owners provided appropriate documentation in support of the abatement requests.

**Leslie Lambert:** Property owner not present. Mr. Jarvis moved approval of the abatement as presented. Mr. Ginaitt seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

**Thomas Lynch:** Property owner not present. Mr. Sylven moved approval of the abatement as presented. Mr. Jarvis seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

**Trinity Project, LLC:** Property owner not present. Mr. Ginaitt moved approval of the abatement as presented. Mr. Sylven seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

**Earlo Realty LLC:** Property owner not present. Mr. Sylven moved approval of the abatement as presented. Mr. Jarvis seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

##### b. Sewer Assessment Abatement

Name	Service Address	Reason	Amount
George Tarring III (Held from 9-17-15)	390 Church Avenue Plat 339 Lot 0098	House connected to gravity line in 2006 through adjoining side lots on Verndale. Assessed for low pressure line on Church at \$52.00 per foot. Reassess parcel at rate and terms applied to Verndale parcels (\$15.00 per foot).	\$3,700.00
West Bay Community Action	v/l Buttonwoods Ave. Plat 363 Lot 0860	Permanent sewer easement on parcel. Abate assessment, reserving right to re-assess parcel if developed.	\$6,600.00

West Bay Community Action	v/l Buttonwoods Ave. Plat 363 Lot 0861	Permanent sewer easement and Carpenter Brook/wetlands on parcel. Abate assessment, reserving right to re-assess parcel if developed.	\$2,200.00
Ron and Karen Diehl	1346 West Shore Road Plat 336 lot 347	Reduce assessment from acreage formula to frontage in consideration of CRMC conservation easement in place.	\$22,326.39

ACTION: Each item was considered separately.

**George Tarring III:** Property owner present. This item was tabled from the September 17<sup>th</sup> meeting. Director Burke-Wells, having done additional research on this assessment, confirmed that the presented abatement recommendation is reasonable. Mr. Ginaitt moved approval of the abatement as presented. Mr. Sylven seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

**Westbay Community Action:** Mr. Paul Salera, President/CEO present. Director Burke-Wells reviewed the recommendation packet with the Board, stating there is a sewer interceptor located on the lots as well as clear evidence of wetlands on the lots. She stated WSA did not require this non-profit to produce a survey, however, WSA reserves the right to assess the parcels if the land is ever developed. Mr. Ginaitt moved approval of both abatements as presented. Mr. Sylven seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

**Ron and Karen Diehl:** Mrs. Karen Diehl present. Director Burke-Wells stated the lot backs up to Buckeye Brook. She stated the property owners entered into a conservation easement with CRMC which restricts the use of a portion of the property abutting the brook. WSA recommends an adjustment to the assessment method (from acreage to frontage) and abatement of the remainder of the outstanding account balance. Mr. Ginaitt recommended approval of the abatement as presented. Mr. Jarvis seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

## 5. AWT-Phosphorus Project, Contract No. 91

### a. Engineer's Progress Report: AECOM

DISCUSSION: Joe Boccadoro, P.E., AECOM, presented a written progress report and reviewed project photos with the Board:

### **WARWICK SEWER AUTHORITY CONTRACT 91: PHOSPHORUS REMOVAL UPGRADE / FLOOD CONTROL AND MITIGATION SEPTEMBER/OCTOBER 2015 PROGRESS REPORT October 16, 2015**

*This Progress Report summarizes activity between September 12, 2015 and October 16, 2015 on Contract 91: Phosphorus Removal Upgrade/Flood Control & Mitigation Project, and provides a four week look ahead.*

### **Construction Progress**

- ☐ Overall, the project is approximately 70% complete;
- ☐ Continued to provide construction administration services such as reviewing and processing RFIs, shop drawings, change order proposals and contractor applications for payment; and field observation and specialty staff site visits for Building Code compliance;
- ☐ Held sixteenth progress meeting on October 1st with Hart and WSA;
- ☐ Phosphorus Building, Levee and Other Work:
  - o Phosphorus Building: tank tightness testing and repair continues; continued to install mechanical equipment and piping; exterior masonry is mostly complete; precast concrete roof planks have been set; electrical work inside the building continues; HVAC work has begun;
  - o Utility Building: installed drain piping beneath slab;
  - o Center Clarifiers: clarifier work is complete, including grinder pump and gravity scum lines;
  - o Thickened Sludge Pump Station: piping work is complete;
  - o Levee Work: final placement of impervious fill is complete in the applicable areas. Loam and seed work is mostly complete;

### **Four Week Look Ahead-Phosphorus Building and Other Work**

- ☐ Continue equipment and piping installation, electrical work and HVAC work; complete tank tightness testing and repairs; complete masonry work. Start roofing, plumbing and fire suppression systems;
- ☐ Center Clarifiers: clarifier work is complete;
- ☐ Thickened Sludge Pump Station: piping work is complete;
- ☐ Utility Building: install reinforcing bars and pour concrete for new sludge equipment;
- ☐ Next progress meeting scheduled for November 5th.

### **Four Week Look Ahead-Levee**

- ☐ Finish loam and seed in the applicable areas. Start directional drill work.

Mr. Ginaitt asked if there is any concern about potential flooding at the Animal Shelter now that the levee has been raised to the 500-year level in that area. Director Burke-Wells stated the Board approved a change order months ago to improve drainage at the foot of the levee, in anticipation of potential drainage problems in the area of the shelter.

Mr. Boccadoro stated AECOM expects the phosphorus building to be weather tight before the snow flies.

- b. Change Order No. 17: Clarifier concrete repairs**  
Hart Engineering Corporation: ~~\$72,700.00~~, \$59,433.79 (revised price)

ACTION: Held from September 2015 meeting.

Director Burke-Wells noted the reduced cost of this change order and recommended getting the work done now while the contractor is mobilized

and the tank is empty. She stated cleaning the grout in the tank will be added to our asset management plan. Mr. Boccadoro confirmed that the manufacturer recommends maintenance every ten years.

Mr. Sylven asked about the condition of the weirs. Mr. Boccadoro stated the weirs are fiberglass and are not corroded. Acting Superintendent Goodinson confirmed his inspection of the weirs and concurred with Mr. Boccadoro's assessment.

Mr. Sylven moved approval of the change order. Mr. Marino seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

- c. Change Order No. 19: Hydrocone modifications/enhancements  
Hart Engineering Corporation: \$14,643.07

ACTION: Held from September 2015 meeting.

Director Burke-Wells provided an explanation of the hydrocone modifications and enhancements. Mr. Boccadoro provided additional information on the change order.

Mr. Sylven asked if the pump manufacturer had the opportunity to comment on the pump column size. Mr. Boccadoro stated AECOM did coordinate with the pump manufacturer during the design phase; they made no comment about the size of the hydrocone at that time. He stated they looked at it more closely during the shop drawing phase and found that both the pump column should be larger and that the hydrocone needed to change in size to better fit the equipment.

Mr. Sylven stated this is a value-added change order, and moved approval. Mr. Marino seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

- d. Change Order No. 20: Levee construction credit  
Hart Engineering Corporation: (\$357,276.00)

ACTION: Director Burke-Wells stated there are several items related to the levee which should be tabled and considered at a special meeting. She stated she needs to hear back from our funding agents before asking for the Board's consideration and approval. She asked that a special meeting be scheduled the first week of November.

Item 5.d. was tabled to a special November levee meeting.

## 6. Levee Project (Contract No. 91A)

### a. Engineer's Progress Report: PARE Corporation

DISCUSSION: J. Matthew Bellisle, P.E., PARE Corporation, provided a written progress report:

*Warwick Wastewater Treatment Plant Levee Project Warwick, Rhode Island Pare Project No. 15069.00*

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#### ***Project Progress Update No. 5***

*Submitted October 16, 2015*

*The following activities have occurred since the last report:*

- ☐ *Pare prepared and submitted final plans to RIDOT. Pare has received verbal notification of their acceptance. Pare is currently waiting for RIDOT's formal issuance of the PAPA Modification.*
- ☐ *Pare advanced the design of the multiple levee sections to provide a top of levee elevation of 34.5 while accommodating existing structures within the plant yard, and limiting impacts to the resource areas along the outside of the levee. This included a meeting with WSA and HART to discuss constructability concerns and review Facility specific concerns.*
- o Drawings have been advanced to final Contract Documents*
- o Technical specifications have been finalized.*
- o Developed quantity estimates and an opinion of probable construction cost.*
- ☐ *In conversation with WSA and HART, Pare developed a construction phasing to address previous construction disturbance, levee extension, and time of year implications.*
- ☐ *Pare provided bid forms for Phase I (embankment repair at attempted sheeting installation) and Phase II (levee extension to I95)*
- ☐ *Pare submitted the permit application to RIDEM and received permit approval.*

#### ***Two- Week Look Ahead***

- ☐ ***Receipt and review of HART bid for Phase I and Phase II***
- ☐ ***Start of construction along Phase I***
- ☐ ***Finalize and provide Bid Forms for Phase III***

Mr. Bellisle stated the weakened section of the levee impacted during the attempted driving of the sheeting will be improved and rebuilt to the 100-year storm elevation. He stated PARE has identified this as Phase I activity that needs to be done this fall, so going into the next spring season you will be at least back to the original level of protection. He stated during Phase III construction, the levee (including the Phase I section) will be brought to the 500-year level. Mr. Ginaitt asked that while excavating the levee, PARE report back on what is found in the levee. Mr. Bellisle stated an engineer will be on site looking at the sub-grade materials and will conduct photo-documentation.

Mr. Bellisle stated a flood contingency plan will be in place during the construction of Phase I. He estimates the work will take about 4 weeks to complete.

Mr. Bellisle stated Phase II may be completed this fall and is identified as the area between the access road and the Rte. 95 embankment. He said that will be all new construction, already prepped by the contractor. He stated the levee will be brought to the full 500-year flood elevation in this area.

Mr. Bellisle stated after the winter shutdown, levee work will continue under Phase III. He stated the contractor will raise the remaining portions of the levee to the 500-year flood elevation, install concrete walls, and complete the drainage and asphalt repairs within the facility yard. He stated the contractor has provided bid pricing on Phases I and II. He stated after we received the initial cost estimates PARE went back to the contractor for further review; the contractor did re-submit cost proposals closer to the engineer's estimates.

Director Burke-Wells stated she has not had the time to scrutinize the contractor's new bid pricing on the revised levee work, and asked that the Board hold a special meeting in early November to consider only levee related items. She stated she needs to clarify with WSA's funding agent on the procedure for handling this significant change in effort. Mr. Bellisle stated while the scope of the work has been modified; the intent of the work is still consistent with what the contractor bid on initially.

After substantial discussion regarding changes to this contract, Board members agreed to meet in early November to take action on changes to Contract No. 91 relative to levee work.

- b. Amendment No. 1: Construction observation and inspection services for Contract No. 91A (Phases I and II)**  
PARE Corporation: \$67,820.00

ACTION: Mr. Sylven recommended that PARE include in this amendment pricing for Phase III as well. (While Board members had not been provided with copies of Amendment No. 1 to include Phases I-III, Director Burke-Wells did have a PARE cost estimate valued at \$196,900.00 for all three phases.)

Mr. Sylven and Mr. Bellisle discussed the hourly rate for observation services (which includes travel, project administration and project management). Mr. Bellisle clarified the scope of and the reasoning behind the daily rate listed in PARE's proposal. He clarified that any required time in excess of an 8 hour shift would be billed at the hourly rate submitted in the original agreement.

After discussion, Board members agreed to consider at the special November meeting this Amendment No. 1, construction observation and inspection services, for all three phases.

Held for consideration at the November special meeting.

- c. Contract No. 91A Phase I Levee Construction**  
Hart Engineering Corporation

ACTION: Held for consideration at the special November meeting.

- d. Contract No. 91A Phase II Levee Construction  
Hart Engineering Corporation

ACTION: Held for consideration at the special November meeting.

## 7. Operations Division

- a. Formal Board approval of authorized Emergency Purchase of two (2) chemical induction mixers. Mechanical Solutions, Inc.: \$16,305.00.

ACTION: Mr. Ginaitt moved formal approval of the emergency purchase. Mr. Marino seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

## 8. Collection System Division

- a. Influent Sewer Rehabilitation Project, Contract 93:  
Brown & Caldwell progress report

DISCUSSION: Mr. Bill Powers, P.E. presented the Contract 93 progress report:

### ***Wastewater Treatment Facility Influent Sewer Rehabilitation Progress Report: October 19, 2015***

#### *Completed Items*

- ☑ Major shop drawing submittals for Access Pits and Grouting received.
- ☑ HOBAS pipe delivered to site.
- ☑ Access Pit Construction nearing completion.
- ☑ Saw cutting of existing manholes and sewer above spring line.
- ☑ Top of manhole at Veissmann Property to be removed for access for pulling mandrel and grouting.

#### *Upcoming Items*

- ☑ Clean sewer and pull mandrel.
- ☑ Two week schedule look ahead to be provided by R. Zoppo. Pipe installation dates not scheduled as of 10/19.
- ☑ Progress Meeting No. 7 scheduled for October 28.
- ☑ A time extension for surface restoration work in Spring 2016 will likely be requested.

Mr. Powers stated additional television inspections (CCTV) were conducted before HOBAS pipe work began; structural integrity looked good but the video did show wear and tear (no obstructions in the pipe). He stated there was no displacement of pipes shown. He complimented the contractor (Zoppo) for being thorough and respectful at the Veissmann property (easement area).

Mr. Powers explained the pulling of the mandrel. He stated the HOBAS pipe could be installed in three days; injection of the grout will be done following pipe installation and may take the specialty contractor about one week to complete. He stated we may need a no-cost change order to put off completion of landscaping until the spring, in order to

get a good product. Board members expressed interest in seeing the installation of the pipe and the grouting work. Director Burke-Wells will notify Board members when work is scheduled.

## **9. Construction Division**

- a. Governor Francis Phase III Contract 85B Sewer Project  
Gordon Archibald, Inc. progress report

DISCUSSION: Director Burke-Wells stated GRA submitted the following progress report. She stated we have had some communication with the property owner. Attorney Revens briefed the Board on this matter.

### **GORDON ARCHIBALD, INC. (GRA) Status Report 10/20/2015**

#### **Governor Francis Phase III**

*The project is on hold until an agreement is reached on the land acquisition for the pump station. The work is being coordinated by John Revens. However, the Owner, Alice Westervelt, has had some medical issues delaying negotiations.*

- b. O'Donnell Hill Contract 69A Sewer Project  
Garofalo & Associates progress report

DISCUSSION: Engineers provided a written progress report:

#### **East Natick – Phase 3 (O'Donnell Hill): Professional Services 6/14/15-10/3/15.**

*File Review: completed.*

*Base Plan Modifications: Completed base plan modifications.*

*Design Plan, Specs and Est. Mod:*

- *Meeting with WSA on 8/14/15 to review design.*
- *Meeting with project residents on 9/15/15.*
- *Plans advanced to 95% design.*
- *Applications prepared for RIDEM & RIDOT permitting.*

*Additional services beyond scope of contract:*

- *Survey services: field work & drafting required to acquire first floor elevations for existing homes (completed).*

*Construction Bidding Services: no work this period.*

*Wetlands Biologist: completed.*

- c. Bayside Contract 86A-2 Tidewater Interceptor Design Phase  
Gordon Archibald, Inc. design progress report

DISCUSSION: Director Burke-Wells stated GRA submitted the following progress report:

**GORDON ARCHIBALD, INC. (GRA) Status Report 10/20/2015**  
**Bayside Contract 86A-2 - Tidewater Interceptor**

- *PAL, Inc. continues to perform archaeological investigations on Tidewater Drive. PAL, Inc. completed investigation work on Tidewater Drive from Friendship Avenue to approximately Payton Avenue. There have been no significant finds. We anticipate PAL, Inc. will complete the initial investigation within the next three weeks.*
- *D'Ambra Construction is performing pavement removal and trench paving as needed to facilitate PAL, Inc. operations.*

Director Burke-Wells introduced Kevin Nagle, P.E., Gordon Archibald, Inc., resident engineer on this project. She stated he is overseeing the archaeological investigation along Tidewater Drive and has been a great help with community outreach, working with the property owners during this construction investigation phase. She stated a meeting has been organized for next week with all the parties to discuss the features uncovered. She stated in order to make this a statistically significant study they need to analyze about 20% of the uncovered features. She stated we should be done with the study by Thanksgiving. She stated there was an article in the Warwick Beacon about the project.

Mr. Nagle stated GRA expects to get bid submittals back tomorrow on additional borings work.

**10. Administrative Items**

- a. Award of Bid #2016-49 Professional Engineering Services for Wastewater Related Projects  
Multiple vendors

ACTION: Director Burke-Wells thanked Steve Sylven for his review of the seventeen submitted proposals, and Gary Marino for his resource assistance. She thanked BettyAnne Rogers and Scott Goodinson for their review of the proposals.

Director Burke-Wells provided a detailed recommendation memo on award of contracts (2-year term) for professional engineering services in various specialized wastewater categories. She stated the plan is WSA will define a job with a developed scope of services and will then ask the awarded firms for cost proposals. Mr. Marino confirmed that the companies will use their quoted hourly rates to develop cost proposals for upcoming projects.

Director Burke-Wells stated WSA has budgeted \$99,000 for various wastewater projects this fiscal year; she asked for blanket approval to utilize the selected firms for budgeted projects this fiscal year. She stated she will seek blanket approval for next fiscal year once projects are defined and budgeted. Mr. Marino suggested the Board approve award of

contracts for the two-year term and award spending approval for both fiscal years, pending next year's funding.

Mr. Ginaitt moved approval of the recommended awards of contract for a two year period, subject to funding for each fiscal year. Mr. Sylven seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

Director Burke-Wells stated anything outside the budget, she planned to bring to the Board for consideration and approval.

**b. Review of draft 2016 WSA Board meeting calendar**

ACTION: The Board will vote to set the 2016 meeting calendar at the November 19<sup>th</sup> meeting.

**c. Director's Report**

- i. Financial Report : budget report provided in agenda packets.
- ii. Administrative Schedule

Mr. Jarvis left the meeting at 6:36 p.m.

**d. Chairman's Report**

Chairman Guckian and Board members congratulated Superintendent Patrick Doyle on his upcoming retirement. They recognized Scott Goodinson in his role as acting superintendent.

**11. Consent Agenda – Correspondence**

- a. FEMA time extension approval for Project Worksheet 804 (9-8-15)
- b. 2015 NEWEA Humanitarian Assistance Grant Award (9-22-15)
- c. RIDEM WSA Pretreatment Compliance Inspection Report (9-25-15)
- d. WSA September 2015 Financial Report to City Council (10-5-15)
- e. RIDEM Insignificant Alteration Permit – Contract No. 91 (10-5-15)
- f. WSA Quarterly report to City Council (10-14-15)
- g. WSA to RIDEM on Acting Superintendent Goodinson (10-14-15)

ACTION: Mr. Ginaitt thanked Director Burke-Wells on her successful efforts to acquire grant funds for the RI Shellfisherman's Association (NEWEA Humanitarian Assistance Grant Award) for the restocking/reseeding of oysters in Narragansett Bay. He suggested WSA look at funding this important initiative annually. Director Burke-Wells stated a press conference is being planned to announce the grant award. Mr. Ginaitt suggested WSA reach out to Representative Naughton, as aquaculture is an important issue for the representative.

Mr. Sylven moved to accept the consent agenda items. Mr. Marino seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven and Marino voted in favor of the motion. Motion approved.

## **12. New Business**

Introduction of new business to be docketed for an upcoming meeting or to be referred to the executive director or legal counsel for comment.

No items introduced.

## **13. Old Business**

- a. Modifications to Septage Hauling Regulations
- b. Sewer Assessment Deferment Policy (6-27-13)
- c. Project management for sewer construction (7-24-14)
- d. East Natick I Pumping Station: Flood hardening project (5-28-15)

ACTION: No discussion or action.

**14. PUBLIC COMMENT PERIOD:** No one from the public present to speak.

## **15. Adjournment**

Mr. Sylven moved to adjourn the meeting. Mr. Marino seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven and Marino voted in favor of the motion. Motion approved.

At 6:40 p.m. this meeting ended.

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Gary C. Jarvis, WSA Secretary

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Date of Approval

Minutes are recorded pursuant to the Rhode Island General Laws § 42-46-7 for the purpose of capturing all general information relevant to the meeting. For a more comprehensive assessment of minutes, audio files shall be archived with the Warwick Sewer Authority and available upon request.